

## MEETING #13 - March 23

At a regular meeting (#2) of the Madison County Board of Supervisors on March 23, 2021 at 6:00 p.m. in the War Memorial Building Courtroom at 2 S. Main Street in Madison, VA:

PRESENT            R. Clay Jackson, Chair  
                         Charlotte Hoffman, Vice-Chair  
                         Kevin McGhee, Member  
                         Amber Foster, Member  
                         Carty Yowell, Member  
                         Jack Hobbs, County Administrator  
                         Sean Gregg, County Attorney  
                         Jacqueline Frye, Deputy Clerk

### Call to Order, *Pledge of Allegiance* & Moment of Silence

### Determine Presence of a Quorum/Adopt Agenda

Chairman Jackson advised that a quorum was present

Chairman Jackson advised that a closed session will be held tonight to discuss three (3) items of concern.

Supervisor Hoffman moved to adopt the Agenda as presented, seconded by Supervisor Foster. *Aye: Jackson, Hoffman, McGhee, Yowell.*

### Public Comment

Chairman Jackson opened the floor for public comment.

The following individual(s) present comments for the record:

- Cindy Shao, Falun Gong Practitioner, was present: Ms. Shao thanked the Madison County Board of Supervisors for considering tonight's resolution to denounce organ harvesting, and also read the following letter for the record:

*' Good evening. My name is Cindy Shao, and I am a Falun Gong practitioner. Thank you for considering a resolution today to condemn the practice of forced organ harvesting of Falun Gong practitioners and other prisoners of conscience in China. Falun Gong is a spiritual practice that teaches the improvement of body, mind, and spirit. It had as many as 100 million adherents in China during the mid-1990s. But the Chinese Communist Party (CCP) feared Falun Gong's enormous popularity and considered it a threat to China's officially atheist ideology. The CCP outlawed Falun Gong in 1999 and has ruthlessly persecuted practitioners for the past 22 years. Standing beside me is Ms. Ma Chunmei, a Virginia resident and a survivor of the persecution of Falun Gong in China. She spent a total of four years in prison because of her faith. She was brutally tortured and forced to work up to 19 hours a day, and the items she made were exported to be sold in the US. Her two younger sisters were also imprisoned for their faith. While in prison, Ms. Ma was subjected to a variety of medical examinations. Only after she was released did she realize that these were the same type of examinations used to determine organ compatibility. In other words, Ms. Ma was considered a potential organ donor. She was fortunate to survive her imprisonment. But her twelve fellow inmates, also Falun Gong practitioners, died as a result of the torture they endured as the CCP attempted to force them to renounce their faith. The CCP's practice of forced organ harvesting has received almost no coverage in the US media, and we have found that very few Madison County residents have even heard of the issue. The wait for an organ transplant can take months or years here in the US, but Chinese hospitals offer a matching organ in just a few weeks. We hope that your*

resolution will help to educate our community about the persecution of Falun Gong in China and the potential risk of traveling to China for an organ transplant. Thank you.'

- Jim Giragosian was present and read the following letter for the record: *"Good evening. My name is Jim Giragosian. I am also a Falun Gong practitioner, and I am here on behalf of the Asian Community Service Center. We're not a multi-million dollar lobbying firm, but rather, a small group of volunteers essentially working from our kitchen tables trying to educate people at the local level in DC, Maryland, and Virginia about Asian culture and matters of concern to the Asian community. I, too, want to thank you for kindly considering a resolution on forced organ harvesting. If I may, I would like to ask that, in your resolution, you specifically identify the Chinese Communist Party (CCP) as the perpetrator of this unconscionable crime, and likewise identify Falun Gong as the primary target. I understand the need for inclusiveness. Of course, we want to condemn forced organ harvesting wherever it occurs. But where is it occurring? All the evidence points to China. And whose organs are being harvested? Again, the evidence points to Falun Gong as the primary target. That is why the CCP and Falun Gong are specifically identified as criminal and victim, respectively, by the US State Department, the US Senate, the US House, 49 members of the Virginia legislature, the Virginia counties of Shenandoah, Prince William, Loudoun, Fauquier, and Warren, and numerous human rights organizations. By identifying the CCP and identifying Falun Gong, you will take forced organ harvesting from a theoretical concept to a real crime perpetrated by a real criminal organization against real victims. Ms. Ma is only one example of the CCP's brutality against Falun Gong, and she was fortunate to escape China with her life. By raising consciousness in Madison County and calling out the CCP, you can not only warn residents of the risks of traveling to China for an organ transplant, but you can also help bring the practice of forced organ harvesting of Falun Gong practitioners to an end. Thank you.*
- Pete Elliott: Verbalized accolades to the Madison County Board of Supervisors, volunteers and County staff that have taken a part in administering COVID vaccinations; his grandson was greatly taken care of during the vaccination process.

With no further comments being brought forth, the public comment opportunity was closed.

### Special Appearances

1. Consideration: A Resolution (#2021-6) to Denounce Organ Harvesting (Jackson): Chairman Jackson read the following Resolution for the record:

#### A RESOLUTION TO DENOUNCE ORGAN HARVESTING RESOLUTION #2021-6

WHEREAS, it has come to the attention of the Madison County Board of Supervisors that there are reports of mass killing of prisoners and members of religious and ethnic minority groups in foreign countries in order to obtain organs for transplants in an appalling practice known as "organ harvesting"; and

WHEREAS, all individuals should be informed of the potential sources of organs before they make the decision to travel to a foreign country for the purpose of buying, selling, or receiving organs; and,

WHEREAS, the Madison County Board of Supervisors desires to assist in raising awareness of this issue;

NOW THEREFORE, BE IT RESOLVED BY the Madison County Board of Supervisors, that it strongly condemns the illegal and immoral practice of organ harvesting regardless of where it occurs; and,

AND BE IT FURTHER RESOLVED that this resolution is to be provided to the Madison County delegation to the Virginia General Assembly and its Congressmen and United States Senators.

And the fact that it has been suggested that the Board consider adding:

- Verbiage to denote that the crimes are being perpetrated by the Chinese Communist Party (CCP)
- Verbiage to denote that the crimes are being committed towards those known as Falun Cong Practitioners

Comments from the Board:

- *Supervisor Foster: Questioned if other localities are adding the aforementioned verbiage and within in the State Senate and House; suggested the County considering following the same guidelines as being utilized by other localities.*
- *Supervisor Yowell: Verbalized that the County has generally tried to write resolutions and ordinances in a way that they're not specifically tailored to 'something' and questioned if the practice of organ harvesting is occurring in other areas besides Communist China; questioned if excluding the suggested verbiage would render today's proposed resolution to not be as effective if it remains as is and doesn't call out the "CCP"; verbalized favor of moving forward with the resolution as written and feels this will be accepted by Virginia legislators as well.*
- *Supervisor McGhee: Verbalized favor of adopting the Resolution as written; feels that if the CCP needs to be targeted, then this would be suggested by Virginia legislatures; feels what's being presented will just as supportive to denounce the practice as if the "CCP" were specifically mentioned.*
- *Supervisor Hoffman: Verbalized favor of adopted the proposed resolution as presented; feels the verbiage contained in the document is worded in a manner that it will cover any areas that participate in the practice of organ harvesting.*
- *Chairman Jackson: Feels that the practice is most appalling.*

In closing, the Board members asked those present not to feel that the Falun Gong Practitioners are being slighted by the verbiage contained in today's document.

Supervisor Yowell moved that the Board approve Resolution #2021-6 [To Denounce Organ Harvesting], as it currently reads, seconded by Supervisor Hoffman. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

#### Consent Agenda:

2. A. Minutes from the March 9, 2021 Meeting  
B. Minutes from the March 18, 2021 Meeting

Supervisor McGhee moved that the Consent Agenda be approved as presented, seconded by Supervisor Foster. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell.*

#### Constitutional Officers, County Departments, Committees & Organizations

3. Report: Status of Committees & Vacancies (Frye):

**Board of Zoning Appeals Board:** The Deputy Clerk advised that Ms. Suzanne Long, Secretary to the Board of Zoning Appeals, has forwarded a memorandum onto the court judges to request that James M. Lohr and Roger L. Clatterbuck be reappointed to the BZA to serve an additional five-year (5) term.

**Building Code Appeals Board Vacancies:** The Deputy Clerk advised that Mr. Alvin Esh has applied to be considered to fill the one vacancy on the BCAB, as encouraged by Jamie Wilks, Building Official.

Supervisor Hoffman moved that the Board appoint Alvin Esh to serve on the Building Code of Appeals Board (unexpired term through 3'10'2023), seconded by Supervisor Foster. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

#### Old Business

4. Consideration: EMS Interim Station Lease Amendment (Hillstrom): Noah Hillstrom, Director of Emergency Medical Management, was present to provide an update on the proposed amendment to the EMS Interim station lease agreement (with Mr. David James, Owner) for two (2) years, beginning May 1, 2021.

- *Supervisor Yowell: Referred to the statement under "Improvements" that indicates: "Landlord agrees, as a term of the lease, to paint the interior of the new space, construct an entrance way joining the two spaces, install five (5) doors between the offices, install one wall, and install floor carpet covering in the new addition (excluding restrooms), at County expense, totaling no more than \$10,800, in a style and manner in keeping with the rest of the building, prior to tenant taking possession" and wanted clarification if there will be a combination (to cover the costs) or if the entire costs will be extended towards the County;* to which Mr. Hillstrom clarified that the County will be required to cover all of the aforementioned costs, which was an offset to reducing the least from three (3) years to two (2) years.

The County Administrator clarified that the proposed interim building space will be a temporary fix for the County's EMS department, and that a more permanent location will still need to be assessed for the future.

Supervisor Hoffman moved to approve the amended lease agreement between the Madison County Board of Supervisors and David L. James and Michelle L. James, as presented, seconded by Supervisor McGhee. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0)*

**Germanna Community College:** Noah Hillstrom, Director of Emergency Medical Services, was present and advised that the school offers a two (2) year paramedic or EMT program and would like to establish a Clinical Affiliation Agreement with the County for all students who enrolled in the program.

The County Administrator advised that the program is similar to the one in place with the UVA Hospital in Charlottesville, VA.

Mr. Hillstrom advised that participation in the proposed clinical affiliation program will not result in any cost to the County.

**EMS Staff:** Mr. Hillstrom advised that his department currently has one (1) full-time staff member that has joined the National Guard and will be away from the department for twenty- eight (28) weeks for training; advises that a part-time staff member is interesting in going full-time and can cover the hours.

The County Administrator advised that the suggestion by Mr. Hillstrom doesn't call for additional staff, but moving staff to cover the EMS hours as needed.

Mr. Hillstrom advised that his department is fully staffed at the current time.; noted that by moving part-time staff to full-time status will reduce overhead costs (i.e. no new employee training or orientation, etc.).

After discussion, it was the consensus of the Board to accept Mr. Hillstrom moving part-time staff into a full-time slot.

**PHI National Air Medical Membership Program:** Mr. Hillstrom provided information on the PHI National Air Medical Membership program for Virginia Emergency Services Employees for an annual cost of \$39,592 to cover flight transport for all County residents if they needed to be flown from Madison County to any adjacent hospital, and also in the event a county resident was in the Culpeper Regional Hospital and needed to be flown to UVA. It was also noted that if transport is for a burn patient, they'll be transported to the burn center at VCU, but any major trauma cases will be flown to UVA. He also noted that during the past two years, there were eleven (11) patients that had to be flown for treatment. In closing, it was also reported that the current fee for helicopter transport is quite expensive.

Comments from the Board:

- *Supervisor Hoffman: Noted that the proposal is a good gesture, but verbalized concerns about the overall costs and how it will affect the County's proposed budget.*

The County Attorney noted that the functions being considered coincide with the service that's currently being provided to the Culpeper Regional Hospital (i.e. by Pegasus).

Pete Elliott was present and advised that a Pegasus flight from Culpeper Regional Hospital to UVA costs about \$35,000.00.

Mr. Hillstrom advised that the program does offer options; noted that the membership costs will actually be absorbed by the County on behalf of the citizens.

- *Supervisor Yowell: Questioned which service provider would be most economical (i.e. Pegasus vs. PHI); also asked if the costs would remain the same in the event a patient had to be flown daily for medical service.*
- *Chairman Jackson: Referred to existing negotiations with UVA and suggested that the County wait until a resolution is determined before making a decision on tonight's proposal, to which the members verbalized consensus to support.*

**Commonwealth Attorney:** Clarissa Berry, Commonwealth was present and advised that her department has been busy; jury trials will commence soon; defendant(s) will not be allowed to pick the jury (criminal/civil cases); advised that she and Troy Estes (Sheriff's Office) are on the Marcus Alert Planning Services Board, which meets every two (2) weeks to discuss implementation of the program in the County; noted that challenges will need to be assessed; the next meeting will include Brian Gordon, Director of Emergency Communications, emergency staff from Culpeper and Orange to provide input; referred to the request to hold drug court which was presented during the report by Neal Goodloe and Ross Carew at a budget work session held in January 2021, which will involve funding for \$20,000 to match \$40,000 which is currently being requested from Orange County to cover the costs to assign a coordinator).

The County Administrator advised that the funding request wasn't received in the usual and customary format and is not included in the currently proposed budget document.

- *Chairman Jackson: Feels that the proposal is one that will help the community.*

Ms. Berry noted that certain criteria must be met before a potential candidate can be considered for inclusion in the collaborative process.

- *Supervisor McGhee: Questioned how many candidates are in the system;*

To which Ms. Berry noted that there is one probation violator in drug court in another jurisdiction, and there have been 1-2 other cases; in order for folks to be considered at this time, they must go to Charlottesville; the intent is to have these programs available at the local level.

➤ *Supervisor Foster: Noted that most surrounding jurisdictions already have a program in place.*

In closing, Ms. Berry noted that one component of the drug court program calls for grant applications to be sought and that Orange County has agreed to serve as the grand administrator for all grants.

The County Administrator advised that it's difficult to measure a program funded by outside costs, and the social benefit.

After discussion, it was the consensus of the Board to consider review for the request for drug court.

**IT:** Bruce Livingston, IT, was present to report that service work is still ongoing for 410 N. Main and 414 N. Main; fiber will be turned up later this week; E911 fiber not yet in place; trouble tickets continue; all work is progressing well at 410 N. Main.

**Planning Commission:** Pete Elliott, Commission member, was present and advised that the commission will be working to pass the request for a tower at Hoover Ridge; efforts still being initiated on the broadband initiative.

**Finance:** The Finance Director advised that Bruce Livingston, IT, recently renegotiated the SEGRA contract and attained a much higher connectivity speed; work sessions scheduled with Tyler Technologies in April 2021 and will continue through September 2021 during the day; working on revising the chart of accounts that will be due in April 2021; trying to incorporate Sheriff's telephones from Verizon to the Mitel system which will produce a savings; Accounting Manager has begun her assignment; IT budget has now been completed; computer equipment will be needed (for IT); Avinity and Tyler Technologies has requested that the County have training labs set up to train at least six (6) people at once; \$25,000 was budgeted to address speed issues at the courthouse; noted that \$96,000 will be needed to cover costs for RDA during the next year; ANS feels there will be speed bottlenecks related to devices; noted that \$96,000 will be need to be budgeted for RDA; also noted that annual service fees will be due; noted that the audio visual process is very time-consuming and wasn't a part of the IT job description; also noted that ANS feels the County should have more cyber security protection, which will be an agenda for review during a future budget session within the upcoming year.

5. Worksession: FY22 Budget (Hobbs): The County Administrator made reference to potential adjustments to the balanced FY22 budget that was presented to the Board of March 18, 2021. The following was presented for review and discussion:

**Erratta** (typos, obvious changes, not changes to budget)

- i. P. 5: correct misspelling of Greene's name
- ii. P. B-5: Replace Slide 9 of the presentation that shows FY21 capital items with one that lists items not included in the budget proposal
- iii. P. H-1: Delete Building Official vehicle if purchased in FY21
- iv. Section 2: Replace school board budget request with edition received on March 18, 2021
- v. P. 5-11: Department head mis-coded as a "FT-Other" employee (32600-1310)

***Review and update the budget ad as necessary so that it can be posted and placed on March 24***

#### **Budget Change Ideas: Neutral**

1. Move EMS station project to from the capital budget to the operations budget

2. Use \$100,000 from the ARPA grant to fund broadband consulting initiative; if approved, consider adjusting monies shown under “consulting fees” in the County Administrator’s budget.
3. Adjust for ARPA: coordinate total grant revenue vs use in operations (consulting) and capital (EMS building)
4. Addition of monies to reflect continuation of capital projects

**Budget Change Ideas: Deletions**

5. Per contingency lines
  - a. Reassign portions of the \$2,048,889 in American Rescue Plan Act monies shown in contingency to one-time outlays (note \$22,000 already allocated to the broadband item noted above and \$500,000 to initial costs associated with the EMS station project)
  - b. Delete or delay new full-time positions shown in the contingency breakout:
    - i. Management Services Specialist (half year)-\$38,404
    - ii. Swing Administrative Assistant/Payables Clerk housed in the Finance Department - \$44,366
    - iii. Conversion of the Clerk of Court’s Office Clerk to full-time status - \$23,746
    - iv. Emergency Communication Dispatcher - \$51,431
6. Pass health insurance increase to employees - \$13,110 (before pre-tax/FICA review)
7. Eliminate or adjust raises (\$363,614 total)
  - a. Targeted raises
  - b. 5% across the board
  - c. Treatment of Part-time employee's vs Full-time employees
  - d. Partial year implementation (i.e. deferring to January 1)

**Budget Change Ideas: Additions**

8. New drug court (\$20,000)
9. Adjust EMS personnel costs to reflect recent study/discussion
10. Adjust the IT budget to reflect any proposal received and projects such as extension of the network to the

The Board members were asked to provide any comments, prior to advertisement.

Comments from the Board focused on the following items:

- Item 5b(i) (Management Services Specialist [half year] \$38,404: Consensus to eliminate this position request \$38,404
- Increase in healthcare costs:
  - *Supervisor Yowell: Suggested that the cost increase be split (half by the employees and half by the taxpayers); feels the 'employees should have a skin in the game just like the taxpayers'; feels that if the proposed raises are approved, then the cost should be split*
  - *Supervisor Foster: Questioned the 'across-the-board' health insurance costs for employees*

To which the County Administrator advised that the overall increase will be about \$13,000 annually (1.6% increase); noted that not all employees have the same health insurance package, and that the increase will affect each participant differently (i.e. family [currently \$1,902 per month to \$2,014 per month] County currently pays \$1,169 per month); monthly increase for the family plan will be about \$32.00

- *Supervisor Hoffman: Feels that the cost increase needs to be passed along to the employees.*

After discussion, it was the consensus of the Board to offset the healthcare cost increase by 50/50.

### **Employee Raises:**

- *Supervisor McGhee: Verbalized concerns with maintaining a balance; noted that the compensation study was initiated and called for adjustments; suggested that the County strive to maintain good employees but also assess what neighboring localities are also doing*

It was further noted that the proposed five percent (5%) increase was initiated by the legislature for constitutional offices.

The Finance Director noted that the aforementioned raise is partially funded by the Comp Board and questioned how other localities plan to handle the request initiated by the Comp Board.

- *Chairman Jackson: Noted that the Constitutional Officers didn't receive a salary adjustment during the past year and weren't included in the County's pay study; questioned how a three percent (3%) salary increase would affect the proposed budget; also referred to COLA and whether the Board would like to consent to a three percent (3%) raise only*

Additional comments referred to those employees that are state-funded positions (Constitutional Officers, dispatchers, law enforcement, etc.).

It was further explained that the Registrar's office is funded through the State Elections Office and that the Registrar may be in line for a considerable raise through the State and is fully funded, excluding the office assistant.

- *Supervisor Hoffman: Advised that the County is unable to keep with the Comp Board funded positions*
- *Supervisor McGhee: Referred to the proposed budget and the fact that a proposed increase to the real estate tax (of almost 13 cents) which may be hard for many people to absorb; suggested that the Board assess 5 cent increase and chip away at other line items and utilize fund balance to make up the shortfall*
- *Supervisor Yowell: Questioned if there will be discussion on the proposed cell tower at the next joint meeting; there could also be discussion on the task force initiative*
- *Supervisor Foster: Questioned what the justification would be if the County elected not to allocate the proposed salary increase to the Constitutional Officers and staff;*
- *Chairman Jackson: Noted that the proposed five percent (5%) increase (by the Comp Board must be allocated to the Constitutional Officers and designated Comp Board funded staff; also noted that most Constitutional Office staff do receive a portion of funding for salaries which exceeds what the Comp Board designates for each position; suggested that the personnel policy be written to include something regarding additional accreditation for merit-based raises.*

After discussion, it was the consensus of the Board to:

- a. Adjust the budget to include a three percent increase for all employees except those funded by the Comp Board and for individuals targeted for merit raises
- b. Assess input received at the upcoming public hearing on the proposed budget

### **Broadband Initiative**

- *Supervisor Yowell: Referred to the item 5a (\$22,000 to be budgeted for the broadband initiative) and questioned if these funds could be eliminated if the County anticipates allocating \$100,000 towards establishing a broadband task force;*

To which the County Administrator advised could be accommodated (funding deducted from contingency).



- *Chairman Jackson: Also noted that there will be discussions later today about the broadband issue; previous conversations focused on whether to hire a consultant to provide input for which the \$22,000 was to be used for this purpose only, and suggested these monies remain in place as such*

Gracie Hart, reporter, advised that the joint meeting item advertisement included a subdivision matter.

- *Chairman Jackson: Noted that the Board will also have a chance to meet with RSA representatives, (Tim Clemons and Terry Linn) and be presented with highlights regarding the County's future sewer/water needs may be and how the RSA can help meet those needs during the joint meeting.*

Supervisor Yowell referred to a list that the proposed tax increase will provide enhancements to many things:

- Financing costs for the renovations at the Madison Primary School
  - Renovations/Consolidations of the Admin Building
  - New accounting software system
  - Public safety radio project
  - Salary increases for employees
  - Expenditures for EMS, Rescue Squad, Emergency Communications, Law Enforcement, New EMS station project
- which are all essential; feels that progress is being made in the County and all must be funded

- *Chairman Jackson: Referred to initiatives (i.e. mental health services) that are a benefit to the employees (at a cost of \$40,000 to the County); also referred to capital spending for data processing and technology upgrades, recent computer purchases and the request (from IT staff) to have additional computers on hand for training sessions; question if the funding noted in the proposed budget for capital items will still be necessary;*

To which the County Administrator advised will be labeled as a capital budget item (within contingency); recommended that the County advertise a .03 cents real estate tax increase.

Although process made be made within the locality, additional revenue is necessary in order for the County to catch up.

- *Supervisor McGhee: Verbalized concerns that the funding amount (of \$1,670,000) being taken from the fund balance will not be replaced and how this will cause the County to be required to continue to 'catch up'.*
- *Supervisor Yowell: Apologized for not being in favor or raising taxes during the past year based on this year's prognosis.*

The Finance Director advised that maintenance fees will be due once the radio system goes live and also advised that the school board's budget request was reduced because of federal monies received for use through 2024; anticipates that their funding request will once again increase in 2025 once these federal monies have been spent.

- *Chairman Jackson: Referred to the fact that a third round of CARES Act funding may be allocated and could possibly help defray some of the projected costs for operational and capital items; anticipates that the County may have some surplus at the end of the year; any surplus funding is usually reinvested back into the school system*

The Finance Director advised that the school board actually returned funding during the past year; however, it's unknown if this will be the case this year.

6. Consideration: Schedule Hearing on Disposal of Thrift Road Property (Hobbs): The County Administrator advised that the ad will be published soon for the disposal of the Thrift Road Property; also noted that John Reid of the Fauquier Housing office hasn't advised when he plans to come pick up the buildings located on the property.

After discussion, it was the consensus of the Board to authorize the County Administrator to proceed with advertising the sale of the aforementioned property, and to also check with Mr. Reid to determine when the buildings will be removed from the property.

7. Status Report: County Administration Offices Relocation (Hobbs):

**410 N. Main:** The County Administration advised that renovations are progressing at 410 N. Main; some change-orders are pending; advised that cabinetry and finishing's are being installed; issue noted with fire alarm installation that will need to be addressed prior to official occupancy can transpire. Relocation is planned for April 9th and 10th; anticipates getting procurement in order for all purchases. Suggested that an open house be scheduled once the move is complete.

**414 N. Main:** The County Administrator advised that work is underway to get audio visual items installed; demolition work is underway by the contractor; coverings for the seats has been ordered; assessing data information with ANS; plans are for staff to relocate back into the building after June 17, 2021; process may be slightly over budget as a result of anticipated items (IT and furniture).

8. Status Report: County Administration Furniture & Fixtures Needs (Frye): The Deputy Clerk advised that one purchase has been presented (by purchase) for the reupholstering of the seats in the auditorium at 414 N. Main Street); additional quotes are being sought; a follow up list will be provided at the next meeting with further updates.

Roger Berry, Director of Facilities, advised that the colors selected for the seats were in conjunction with the color scheme as determined and presented by the architects.

- *Supervisor Yowell: Recommended that items being purchased be done through a local vendor, if at all possible.*

The Deputy Clerk advised that a local vendor is being sought; however, based on the County's procurement guidelines, three (3) quotes were required. In closing, it was noted that the local vendor will:

- Deliver all items
- Place items where they need to be
- Will dispose of debris
- Will be more than willing to correct anything that isn't right (i.e. damage)
- Buying locally will eliminate the need for the County to pay shipping costs to return anything that is damaged or may need to be exchanged

The County Administrator advised that effort to move forward will be initiated.

- *Supervisor Yowell: Questioned the purchase for the Finance Department*

To which the Finance Director advised that purchases for her department haven't yet been categorized; she plans to purchase a good used desk and that Katilia Strothers, HR/Payroll Technician, has requested chairs for her office. It was also reported that Bruce Livingston, IT, has done all of the procurement for the items that he will need pertaining to IT.

The County Administrator suggested that a list be compiled for all departments and have everything in one purchase; all purchases will come out of this years' fiscal budget.

After discussion, it was noted that once all the procurement details are in order, the purchases will be made and completed.

#### **New Business**

9. Consideration: FY21 Purchases (Hobbs): The County Administrator reports on items that need to be procured from this years' budget noted as follows:

1. The requested Building Official's vehicle
2. Furniture and fixtures for the renovated County Administration Center
3. Various "change order" items for the County Administration Center project
4. The facilities study in the capital budget
5. Animal shelter items out of the animal welfare fund

The Board will be advised of more specifics once the aforementioned items have been fully developed.

**Animal Shelter:** The County Administrator advised that the staff at the Animal Shelter have verbalized ideas about using shelter donation funds in the near future.

**School Board:** The County Administrator advised that effort is being made to assess information on paving the school parking lot.

**Broadband Study:** The County Administrator advised that development of a proposed Broadband Authority is contingent upon what is determined at the April Joint Meeting (scheduled for April 7'2021).

- *Supervisor Yowell: Questioned if the above referenced items are already in the budget but haven't been acted on, or if these are anticipated items;*

To which the County Administrator advised that some if the items are being requested to be funded out of any surplus at the end of the fiscal year (vehicles for Building Official).

- *Chairman Jackson: Questioned what will be done about the request for school buses;*

To which the County Administrator advised that these have been approved from this year's funding.

#### **Information/Correspondence**

**Rapidan Service Authority:** Chairman Jackson advised that the Madison County Planning Commission will be hosting members of the RSA at the April Joint Mission to receive input and direction for the County's future sewer/water needs.

**April Joint Meeting:** The County Administrator reminded the Board that the April Joint Meeting will be held at the Madison Firehouse. The Board was also asked to assess whether to continue holding its meetings in the War Memorial Building courtroom or whether to move meetings to the Madison County Firehouse.

**Madison Volunteer Rescue Squad:** Chairman Jackson advised that a recent meeting with the members of the Madison County Volunteer Rescue Squad went very well.

**Public Comment - None**

**8. Closed Session [Personnel/Committee Appointments; Legal & Negotiations]**

On motion of Supervisor Hoffman, seconded by Supervisor Foster, the Board convened in a closed session pursuant to Virginia Code Sections:

- A. 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probably litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body;
- B. 2.2-3711(A)(29) for discussion of the award of a public contract involving the expenditure of public funds and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and
- C. 2.2-3711(A)(1) for discussion on the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of the County Administrator.

*Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

Supervisor Hoffman moved that the Board reconvene in open session, seconded by Supervisor Foster. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

Supervisor Hoffman moved to certify that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(7), 2.2-3711(A)(29) and 2.2-3711(A)(1) and only matters that were identified in the motion to convene in a closed session were heard, discussed or considered in the closed meeting, seconded by Supervisor McGhee. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

\*No action was taken as a result of the closed session\*

It was noted that the April 7, 2021 Joint Meeting with the Madison County Planning Commission will be held at the Madison Volunteer Fire Department Building.

**Adjourn:**

With no further action being required, at about 8:51 p.m., on motion of Supervisor McGhee, seconded by Supervisor Foster, the meeting was adjourned. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Clerk of the Board of the Madison County Board of Supervisors  
Copies: Board of Supervisors, County Attorney & Constitutional Officers  
Adopted on: April 13, 2021

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**Agenda**  
**Board of Supervisors Meeting**  
**Tuesday, March 23, 2021 at 6:00 PM**  
**War Memorial Building Courtroom**  
**2 S. Main Street**  
**Madison, Virginia 22727**

**Call to Order, Pledge of Allegiance & Moment of Silence**

**Determine Presence of a Quorum / Adopt Agenda**

**Public Comment**

**Special Appearances**

1. Consideration: A Resolution to Denounce Organ Harvesting [Resolution #2021-6] (Jackson)

**Consent Agenda**

2. A. Minutes from the March 9, 2021 Meeting
- B. Minutes from the March 18, 2021 Meeting

**Constitutional Officers, County Departments, Committees & Organizations**

3. Report: Status of Committees & Vacancies (Frye)

**Old Business**

4. Consideration: EMS Station Lease Amendment (Hillstrom)
5. Worksession: FY22 Budget (Hobbs)
6. Consideration: Schedule Hearing on Disposal of Thrift Road Property (Hobbs)
7. Status Report: County Administration Offices Relocation (Hobbs)
8. Status Report: County Administration Furniture & Fixtures Needs (Frye)

**New Business**

9. Consideration: FY21 Purchases (Hobbs)

**Information/Correspondence**

**Public Comment**

***Closed Session (Personnel, Legal & Negotiations)***

**Adjourn**